

# I. GETTING STARTED

## “I am logging in for the first time.”

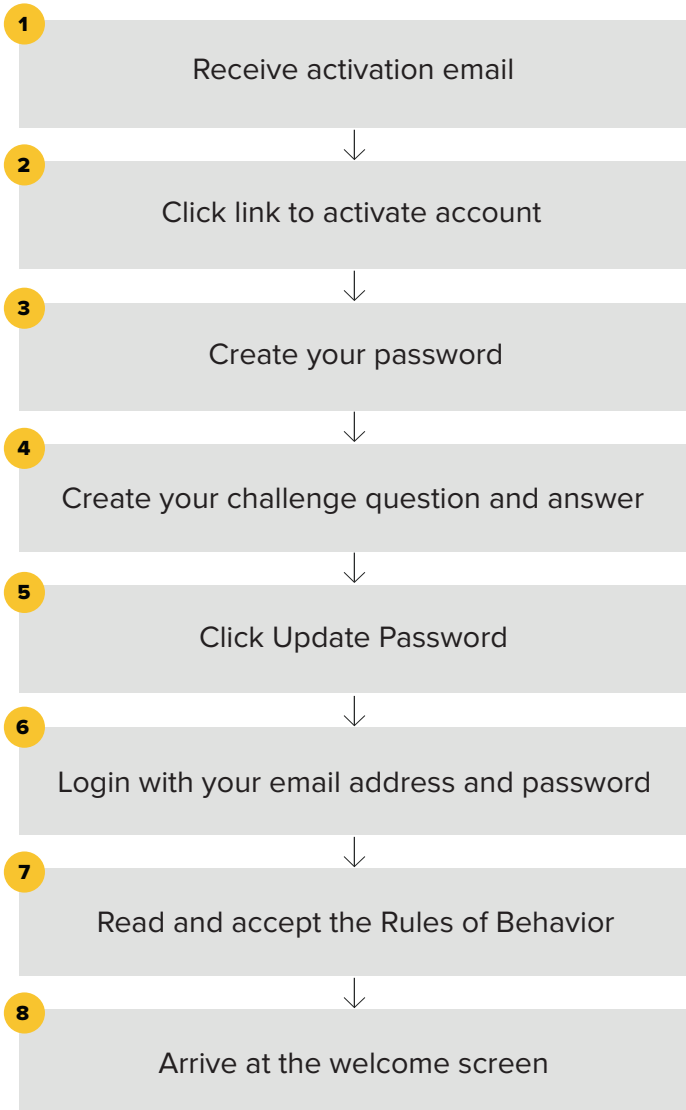


Fig. 2

Please [click here to verify your account](#). You will be directed to accept the Rules of Behavior and prompted to change your password.

Fig. 3-4

ACTIVATE ACCOUNT

TYPE AND CONFIRM NEW PASSWORD

PASSWORD

CONFIRM PASSWORD

CHALLENGE QUESTION

CHALLENGE QUESTION ANSWER

UPDATE PASSWORD

Fig. 6

EMAIL

PASSWORD

[Forgot your password?](#)

LOGIN

Fig. 7

☒ I agree to the Rules of Behavior

CONTINUE

### TIP: PASSWORD

There are strict federal requirements: your password must be at least 12 characters long and contain at least one number, at least one special character, and both upper and lower case letters; you must change your password every 60 days; and you cannot reuse any of your previous 24 passwords.

### TIP: RULES OF BEHAVIOR

You will have to read and accept these rules once a year.